

Civil Action No. 6:23CV00012

**PROOF OF SERVICE**

*(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))*

This summons for (name of individual and title, if any) Officer Seth Reed  
was received by me on (date) 8/15/24

☐ I personally served the summons on the individual at (place)  
on (date) ; or

☐ I left the summons at the individual's residence or usual place of abode with (name)  
, a person of suitable age and discretion who resides there,  
on (date) , and mailed a copy to the individual's last known address; or

☒ I served the summons on (name of individual) Vicki Ellis, Records Office Mgr., who is  
designated by law to accept service of process on behalf of (name of organization)  
Lynchburg Police Department on (date) Aug. 16, 2024 ; or

☐ I returned the summons unexecuted because ; or

☐ Other (specify):

My fees are \$ for travel and \$ for services, for a total of \$ 0.00

I declare under penalty of perjury that this information is true.

Date: August 16, 2024

  
Server's signature

Breeland Sandhoff, Private Server  
Printed name and title

Va. Attorneys' Process Service

215 Alpha Ln Evinston VA  
Server's address 24550

Additional information regarding attempted service, etc: